

Downloading and setting up Follett (Destiny) Remote

1. Log on to Destiny and click on Help in the upper right hand corner of the page.
2. Search for Follett Remote.
3. Click on the first item in the list that is displayed under the Search bar, called "Getting Started with Follett Remote v2.0."
4. On the resulting page, click on **How do I get Follett Remote?**
5. Follow the directions for downloading and setting up the program. You will need administrative privileges, or someone with administrative privileges, on your computer to install and set up the program.
6. While you or your local technical support person is on the computer with administrative privileges, follow the directions to set up the program to save inventory and circulation files in a location where your normal logon or staff logon has privileges to store information that you can get to later. Follett Remote is set up to store the files that it is saving on the C: drive of the computer where it is installed. Your own local network login, or your library staff login, will usually NOT have privileges to save information to the C: drive, so the alternate locations need to be set up in the program when it is installed. The directions in Destiny Help cover resetting the location of the files that it will store.
7. BEFORE YOUR TECH SUPPORT PERSON LEAVES, log in to your local network (or have a staff person do it) and make sure that you can get to the program, open the inventory function and scan some barcodes to make sure that it can save the scans, close the program, and then navigate successfully to the folder where the files are stored. The files are named by the function that you used (Circulation, Inventory, etc.) and the date that it was created. You should be able to open one with WordPad and see the scans in the file.
8. To get help with using the program once it has been installed, search for "Quick Help Library" in Destiny online help, and then scroll down the resulting page to find and click on Quick Help for Follett Remote, which you should print out and keep handy.